

California State University, Stanislaus
Graduate Council Annual Report
2016-2017

DATE: May 8, 2017

TO: Stuart Sims, Speaker of the Faculty;
Academic Senate;
Faculty

FROM: Phil Garone, Chair
Graduate Council, 2016-2017

SUBJECT: Annual Report of the Graduate Council for 2016-2017

The Graduate Council (GC) is a standing committee of the Academic Senate. Voting members include an Executive Secretary and a graduate program coordinator from each department or school that offers a Master's or Doctoral degree. Ex-Officio (non-voting) members include the Speaker of the Faculty, the Provost/Vice President for Academic Affairs, deans of the four colleges and the Library, and the Director from the Office of Research & Sponsored Programs. Standing (non-voting) guests include the Director of Admissions/Registrar's Office, the Director of the Center for Excellence in Graduate Education (CEGE), and the Coordinator of Assessment of Graduate Education. A recording secretary attends all meetings. The GC values this broad membership.

This year the Council met for eight regularly scheduled, two-hour meetings. Significant outcomes from these meetings include the following:

Approved New Graduate Programs

- Master of Science in Nursing degree with a Family Nurse Practitioner Concentration.

Academic Program Reviews

- None scheduled for review by Graduate Council this AY.

Action Items

- Elected M. Cover as Graduate Council representative on the Research, Scholarship, and Creative Activity Policy Committee (RSCAPC) for AY 2016-2017.
- Resolution for the Reinstitution of a Graduate Dean
 - Graduate Council dedicated much of the year to discussion of the need to reinstitute a Dean of the Graduate School, a position unfilled since 2005. In fall 2016, GC Chair P. Garone wrote a memo to President Junn calling attention to this

issue, and invited her to attend a GC meeting to discuss it. President Junn attended a GC meeting in spring 2017 and expressed support in principle, but acknowledged that there are budgetary and other constraints at play. President Junn stated it would bolster her case with the Board of Trustees to hire a Graduate Dean if Stanislaus State could demonstrate strong faculty support for this position. To that end, GC Chair P. Garone drafted a Resolution for the Reinstitution of a Graduate Dean, which was discussed, revised, and approved in GC, and forwarded to SEC for approval and then to Academic Senate as a discussion item at the final Senate meeting of AY 2016/17. The resolution is expected to be presented in Senate for first and second reading and a vote in fall 2017.

- Graduate Equity Fellowships
 - Graduate Equity Fellowships were reinstated by the Chancellor's Office in AY 2015/16. This year GC established formal protocols and procedures for both the distribution of the awards among graduate programs and the application process and timeline. Because awards must be for a minimum of \$1,000, GC determined that the number of \$1,000 fellowships that can be granted, based on available funding, would be best met by granting one fellowship to each of the smaller graduate programs and two fellowships to the larger ones. Eligibility language was finalized, and a formal application form generated; calls for applications for the fellowships, to be applied toward students' cost of attendance for AY 2017/18, were sent out in April 2017. GC determined that the Center for Excellence in Graduate Education (CEGE) would be responsible for coordinating the application process. Financial Aid will then vet all applications for financial eligibility (students must have a financial need of at least \$1,000), and qualified applications will be forwarded to the individual graduate programs, which shall have autonomy to choose their awardees, in compliance with program guidelines.

- Co-authorship of Theses, Projects, and Dissertations
 - Graduate Council debated the current catalog language that prohibits co-authored theses and dissertations, in light of evidence that several disciplines not only allow, but often require, collaborative work, and that numerous institutions nationally allow for co-authorship. Currently, students who wish to submit co-authored theses or dissertations can only do so via a petition for individual exception to program requirements. An ad hoc subcommittee was formed to research the issue further and return supporting documentation to Graduate Council. Following further discussion, the ad hoc subcommittee drafted a Resolution to Permit Co-Authoring Dissertations, which was reviewed, revised, and approved by Graduate Council. The resolution would allow for co-authorship in the EdD program only, and will be forwarded to SEC for review in the fall. Further clarifications about policy language were deemed necessary before action could be taken to allow appropriate Masters programs to opt-in for allowing co-authorship. Discussion of Masters programs will continue in fall 2017.

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- Graduate Student Probation and Disqualification
 - In fall 2016, it was brought to the attention of Graduate Council that the current catalog language for probation and disqualification of graduate students, particularly in regard to behavioral issues (which falls under the category of Administrative [as opposed to Academic] Probation and Disqualification), is not as clear as it could be, especially in terms of the role of the deans in the disqualification process and the composition of the student's appeal committee. After extended discussion in multiple meetings, the language on both these points was revised, and the overall language of this portion of the catalog was reorganized and clarified. The revised language for the catalog was approved by Graduate Council, with the support of the deans, who serve ex-officio on Graduate Council, and has been submitted and entered into the catalog for AY 2017/18. These changes are in keeping with E.O. 1038, "Minimum Requirements for Probation and Disqualification."

 - Electronic Submission of Theses
 - Dean R. Rodriguez submitted a proposal to Graduate Council to require electronic-only submission of theses, which Graduate Council discussed and approved. Electronic submission of theses has been possible at Stanislaus State since 2011; this change makes electronic submission of theses universal and eliminates the requirement for students to pay for bound copies for the library (although students may still choose to order a bound copy for their personal use).

Discussion/Information Items

- Strategic Planning and WASC
 - In February 2016 the Provost provided a document regarding the fulfillment of the goals of the Strategic Plan, which outlined responsible parties and their assigned action items. Goal 5.1.5, "Within two years, increase promotions and outreach to encourage students to apply to graduate programs," fell under the purview of CEGE and is directly related to the work of GC. It was agreed that GC would work with the CEGE Director to complete the initial report due in September 2016. The incoming Chair of GC (P. Garone) agreed to work with the CEGE Director (S. Young) over the summer to assist the Director in preparing this report. The Director's report was shared with the Graduate Council at the first scheduled Graduate Council meeting of the 2016-2017 Academic Year and submitted to the Provost.

 - Graduate Council met with D. Colnic and S. Sims, the co-chairs of the University Strategic Planning Council (USPC) to discuss feedback related to strategic planning for 2017–2025. Suggestions included developing stronger relationships with community businesses through the development of internships and new professional programs; determining how and in what subject areas graduate

enrollment should increase; and raising awareness of the importance of graduate education for developing and supporting the region.

- Graduate Council met with C. Claus, principal writer, H. Stanislaw, co-chair, and Shawna Young, Associate Vice President for Academic Affairs, Accreditation Liaison Officer, and co-chair, of the WASC Steering Committee to discuss feedback on WASC's criteria for review (CFRs) that relate to graduate education. The Council discussed the meaning, integrity, and quality of a graduate degree at Stanislaus State.
- CEGE Reports and Activities
 - The Director of CEGE gave regular reports, including a detailed breakdown of the allocation of CEGE resources for 2016/17, now that the U.S. Department of Education Title V-B grant that established CEGE expired after AY 2015/16. The university has provided funding for the partial institutionalization of CEGE this AY from IRA funds, Graduate School UEE allocations in Enrollment Services, and the Student Success fund in the AVPAA budget. When CEGE Director S. Young moved into the position of AVPAA, M. Cover was appointed Faculty Director of CEGE.
 - CEGE provided support for Graduate Assistantships and Travel and Research Grants and conducted several workshops and drop-in sessions designed to assist graduate students with graduate school applications, preparing for exams, writing, engaging in research competitions, and formatting a thesis, project, or dissertation. CEGE events have been consistently well attended, and positive feedback is typical from participants.
 - CEGE sponsored informational / outreach sessions aimed at potential graduate students, and coordinated graduate program representation at the California Forum for Diversity in Graduate Education, held at UC Merced on April 8, 2017. Criminal Justice, English, History, and Psychology representatives attended this recruitment event.
 - Graduate students on the staff of CEGE, under the direction of then CEGE Director S. Young, organized and hosted a New Graduate Student Welcome Event on August 18, 2016. The meeting was attended by new graduate students, the deans, provost, and president, and included a Graduate Student Alumni Panel and remarks by President Junn.
- Graduate Program Selection of Representative to Graduate Council
 - In response to a question posed in Academic Senate in late spring 2017 about whether a graduate program's representative to Graduate Council should continue to be required to be the director of that program, Graduate Council began discussion of that issue. Section 6.1 of the Constitution of the General Faculty explicitly states that the Graduate Director of a program shall be that program's

representative to Graduate Council (with the exception that graduate programs that have multiple concentrations and multiple directors may choose among those directors whom their representative to Graduate Council will be). This is the policy we currently follow. However, Graduate Council is open to considering the idea that graduate programs be allowed to choose their own representative to the council from among their graduate teaching faculty. Discussion of this matter will continue in the fall. If there is substantial support among the faculty of the various graduate programs for changing the membership requirement, then Graduate Council may advance the matter to FAC for that committee's consideration and then for possible discussion in Academic Senate; an amendment to the constitution would be necessary in order to make such a change.

- Course Time Module Scheduling
 - New course time modules were introduced for AY 2016/17, as per 3/AS/16/UEPC. These modules include a new 3 unit/1 day 1800-2040 time slot that graduate programs explicitly requested in order to accommodate working professionals. The intention of this time slot was avoid having to schedule evening courses that do not begin until 1920 and that run until 2200. An unexpected consequence has been that graduate courses requesting this time have been "unplaced" in large numbers, as undergraduate courses compete with them for that time. Discussion of potential solutions to this problem will continue in the fall.

- Recent Changes to U.S. Visa Policy
 - The current administration in Washington, DC has introduced a Senate bill, the "H-1B and L-1 Visa Reform Act of 2017" (S. 180) that, if passed, would prioritize holders of advanced degrees in STEM fields over others. This bill carries implications for Stanislaus State's ability to hire faculty and admit international graduate students.

- Graduate Admissions Requirements & USC's International Academy [Articulation Agreement]
 - The Office of International Education had been working on a partnership agreement with USC's International Academy to accept their Instructional Level 6 course in lieu of TOEFL or IELTS for graduate admission. However, in 2016/17 USC discontinued communication concerning this matter, and it has been tabled indefinitely.

Recognition of Service

The GC recognizes and thanks Sarah Schraeder for her excellent administrative support throughout the academic year.

The GC also recognizes and thanks our standing guests, Lisa Bernardo, Dean of Admissions,

Registrar; Harold Stanislaw, Coordinator of Assessment of Graduate Education; Matt Cover, Faculty Director, Center for Excellence in Graduate Education, and Ashley Reeves, Assistant to the CEGE Director, who each provide extensive knowledge, consultation, and service to support the work of the Graduate Council.

The GC thanks the following members who participated in special committees and tasks:

- Research, Scholarship, and Creative Activities Policy Committee (RSCAPC) representative
 - M. Cover
- Strategic Planning for Graduate Education Progress Report
 - S. Young and P. Garone
- Drafting GC Resolution for the Reinstitution of a Graduate Dean
 - P. Garone
- WASC Steering Committee
 - H. Stanislaw (GC Standing Guest)
- Drafting protocol for Graduate Equity Fellowships
 - M. Cover, P. Garone, U. Ghuman, L. Bernardo (GC Standing Guest)
- Drafting revisions to catalog language for Graduate Student Probation and Disqualification
 - D. Evans (Ex-Officio Member), P. Garone
- GC Ad Hoc Subcommittee for Co-authorship of Theses, Projects, and Dissertations
 - K. McKenzie, K. Brodie, H. Stanislaw (GC Standing Guest)

We look forward to Dr. Andy Dorsey's leadership as Chair of the Graduate Council AY 17-18.

Respectfully submitted,

Phil Garone
Chair, Graduate Council AY 16-17